

REQUEST FOR PROPOSAL

Addendum # 1



Department Of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
206-684-1681 TTY RELAY: 711

DATE ISSUED: November 18, 2004

RFP Title: **Organics / Food Waste Collection Programs**

Requesting Dept./ Div.: **King County Department of Natural Resources & Parks – Solid Waste Division**

RFP Number: **164-04RLD**

Due Date: **November 30, 2004 – no later than 2:00 P.M.**

Buyer: Roy L. Dodman, roy.dodman@metrokc.gov (206) 263-4266

This addendum is issued to revised the original Request for Proposal, dated November 4, 2004 as follows:

1. The proposal opening date remains the same: Tuesday, November 30, 2004 no later than 2:00 p.m. exactly.
2. The sign in sheet from the November 17, 2004 pre-proposal conference is available by contacting Cathy Betts at cathy.betts@metrokc.gov. Please include your FAX number,

The following information is in response to questions raised at the pre-proposal conference:

Q1. Is Sound Resource Management Group's proposal to the previous RFP available?

A1: If you would like to request a copy of SMRG's proposal (http://www.metrokc.gov/finance/procurement/rfpdocs/2004/November/Consultants/164-04/164-04_ad1_attach1.pdf), please send your request to Roy Dodman at the above email address.

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TO BE ELIGIBLE FOR AWARD OF A CONTRACT, THIS ADDEMDUM MUST BE SIGNED AND SUBMITTED TO KING COUNTY

Sealed proposals will only be received by:

King County Procurement Services Section, Exchange Building, 8th floor, 821 Second Avenue, Seattle, WA 98104-1598. Office hours: 8:00 a.m. - 5:00 p.m., Monday – Friday

Company Name

Address		City / State / Postal Code
Signature	Authorized Representative/Title	
Email	Phone	Fax

This Request for Proposal – Addendum will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.

Q2: Is the cost model developed by SMRG for the residential pilot available?

A2: *If you would like to request a copy of SMRG's financial model (http://www.metrokc.gov/finance/procurement/rfpdocs/2004/November/Consultants/164-04/164-04_ad1_attach2.xls) for estimating hauler costs at the start of the unincorporated area residential pilot, please send your request to Roy Dodman at the above email address.*

Q3: What is considered “overhead”?

A3: *The Solid Waste Division uses a standard definition of overhead, which includes both direct and indirect overhead. Examples of costs counted towards overhead include but are not limited to:*

- Benefit costs as a percentage of direct labor, including vacation, holiday, sick leave, health insurance, payroll, tax, severance pay, bonuses, profit sharing, retirement plans, and workers' compensation.*
- Advertising, depreciation, general salaries (clerical, maintenance, principals), equipment rental, rent/buildings, communications, copying, recruitment, travel, auto expenses, legal, maintenance and repair, taxes, licenses, insurance, utilities, supplies, library/periodicals, training, and education.*

Q4: Is the final report for the 2002-2003 residential pilots available?

A4: *Yes, it is available on the King County Solid Waste Division website at:*

Documents - Residential Food Waste Collection Assistance - King County Solid Waste Division at <http://www.metrokc.gov/dnrp/swd/foodwaste/residential/documents.asp>